



**PHILIPPINE GENERAL HOSPITAL**  
*The National University Hospital*  
**HUMAN RESOURCE DEVELOPMENT DIVISION**  
University of the Philippines Manila  
Taft Avenue, Manila

*(PHIC-Accredited Health Care Provider)*  
*ISO 9001-2008 Certified*

**JOB OPENING**

**POSITION: Information Technology Officer III**  
**SALARY GRADE: 24**  
**PLACE OF ASSIGNMENT: Information Technology Office**

**CSC QUALIFICATION REQUIREMENTS:**

- **Education: Master's degree or Certificate in Leadership and Management from the CSC**
- **Experience: 4 years of supervisory/management experience**
- **Training: 40 hours of supervisory/management learning and development intervention undertaken within the last 5 years**
- **Eligibility: Career Service Professional/ Second Level Eligibility**


**COMPETENCIES/ SKILLS REQUIRED (by the end user):**

- **Demonstrates ability in critical thinking, complex problem solving, judgment and decision making, attention to detail and active learning**
- **Proficient in oral and written report presentation**
- **Knowledgeable and experienced in Information Technology, project and program management**
- **Knowledgeable in productivity tools: MS Office, Workload balancing, Process Analysis, Management Reporting Tools**
- **Ability to establish Customer Relationship Management, Customer Support Services, Presentation Skills, Hospital and Healthcare industry.**
- **With moral ascendancy and valued behaviour.**

Interested applicants are requested to come to the Recruitment and Placement Section, Human Resource Development Division with complete credentials not later than SEPTEMBER 27, 2018

Noted:

  
**MARJORIE L. TORRES**  
Chief, HRDD

  
**MARY ANN ODA DC. EBESATE**  
Administrative Officer IV